WRPS-42464-VA
Revision 0

Getting the Most Out of Your Self Assessment

Prepared for the U.S. Department of Energy
Assistant Secretary for Environmental Management

Contractor for the U.S. Department of Energy
Office of River Protection under Contract DE-AC27-08RV14800

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Date Published
August 2009

To Be Presented at
25th Annual National VPPPA Conference

VPPPA
San Antonio, Texas

August 24-27, 2009

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S. T. Arnold 08/20/2009
Release Approval Date

Approved for Public Release;
Further Dissemination Unlimited

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Getting the Most Out of Your Self Assessment

Department of Energy VPP

Organizational Introduction

- U.S. Department of Energy Contractor (DOE VPP)
- Washington River Protection Solutions (WRPS) assumed responsibility for the U.S. Department of Energy Hanford tank farm operations contract on October 1, 2008.
- The primary focus of our work is to reduce risk to the Columbia River, employees, and the public.

Organizational Introduction – Fast Facts

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The Hanford Tank Farms have 177 underground storage tanks holding 53 million gallons of radioactive and chemical waste.

- Tanks range in size from 55,000 gallons to 1.1 million gallons
- There are 149 single-shell tanks built between 1943 and 1964
- There are 28 double-shell tanks built between 1968 and 1986

The tanks are grouped into 18 "farms" with anywhere from 2 to 16 tanks each

The tanks are located in the center of the Hanford Site and are divided between two locations known as the 200 West Area and the 200 East Area.

Major Operational Activities for WRPS

- Store and monitor in-tank liquid waste and waste storage systems
- Transfer in-tank liquid waste in the tank farm facilities (e.g., from single-shell tanks [SST] to double-shell tanks [DST], DST to DST) and transfer or receive new liquid waste from operating facilities (242-A Evaporator and 222-S Laboratory)
- Identify the type, form, and quantity of radiological and chemical constituents in the liquid waste
- Monitor liquid waste leaked or discharged to the soil column and gaseous radiological and chemical effluents
- Maintain and upgrade existing facilities and equipment to meet new commitments or requirements.

Hazards

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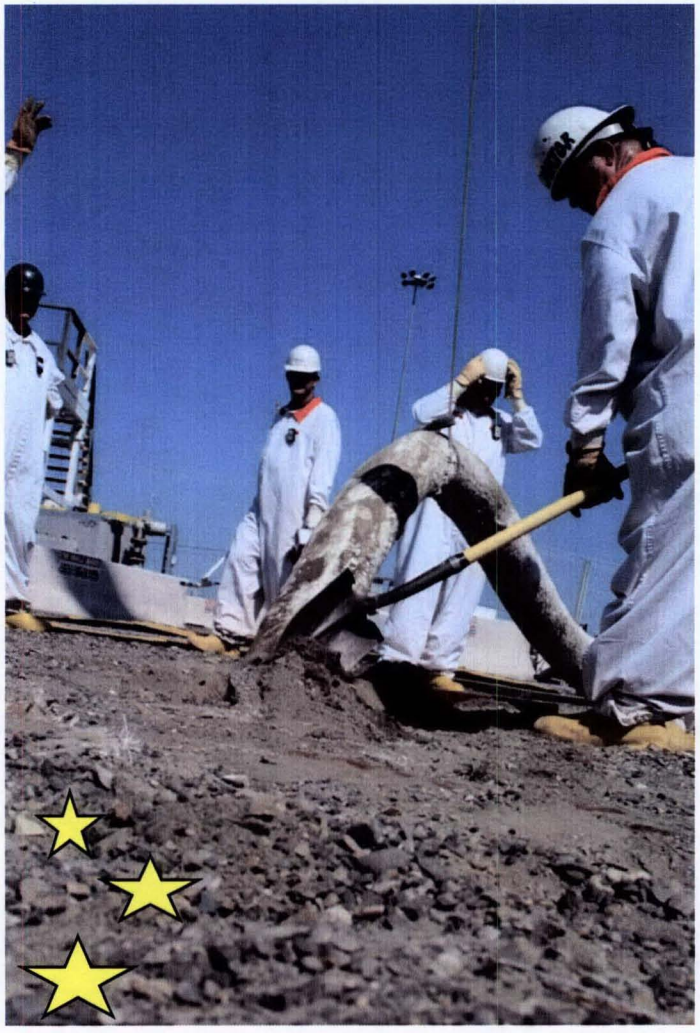
- Standard Industrial Hazards (uneven working surfaces, electrical, hoisting and rigging, etc.)
- Nuclear Radiation
- Over 1600 Chemicals
- Natural Elements- Wind, Rain, Heat, Fire, Insects
- Confined Spaces
- Respiratory Protection
- Ergonomics.

Getting the Most Out of Your Self Assessment

- Lessons learned from
  - Merging organizations in various stages of recognition
  - Assessment criteria
  - Use of outreach to obtain superior performance
  - Safety improvement plan follow-up.

Merging Organizations in Various Stages of Recognition



- *Analytical Laboratory (ATS)*
- *Base Operations (WFO)*
- *SST Retrieval and Closure*
- Cross-Organizational Mentoring.

'PP History

- Early 2000s, unsuccessful attempt at one assessment, one application. and one company-wide STAR

- 2003, we obtained ATS Laboratory, a STAR facility which set the stage for multiple organizational VPP activities
- 2006, we obtained a second operational organization (WFO) STAR
- 2007, an application was submitted for remainder of the organization but it was overcome by events

- 2008, contract transition. Focused on a combined ATS and WFO assessment, a second assessment for the remainder of the organization, and ISMS verification due to contract change.

Assessment Methodology

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- Team Selection
- Assessment Duration
- Interviews
- Field Observations
- Report Writing
- Issue Follow-up.

Assessment Lessons Learned

- Site Assessment Tool - with its own grading system
- Assessment Duration
  - Includes Training
  - Dedicated for 1 Week
- Team Selection
  - Multi-disciplined – management, exempt, and bargaining unit
  - Team typically has 2 team leads (BU and exempt/mgt)
  - Each tenet has a lead
  - Tenet Team Makeup
    - Document Review
    - Interview
    - Field Observation
    - Report Writing.

Assessment Lessons Learned

- Document reviews
  - Built on reviews of previous assessments
  - Focused on changes since last review
- Interviews
  - 2-3 person teams for each tenet's interview team
  - One person asks questions. One person takes notes. Third person can easily be an outside resource.
  - At least 50% of the organization is interviewed.
- Field Observations
  - Increasing emphasis on field observations consistent with DOE assessment method.

Assessment Lessons Learned

- Report Writing
  - Team is staffed with individual(s) capable of writing the report
  - Each tenet team drafts their portion of the report
  - Report is reviewed by team members, approved by team leads - approximately 30 days to prepare/review
  - Safety Improvement Plan is generated separately
    - Owned by performing organization
    - Reviewed/approved/tracked separately from the report
    - Acceptance by management

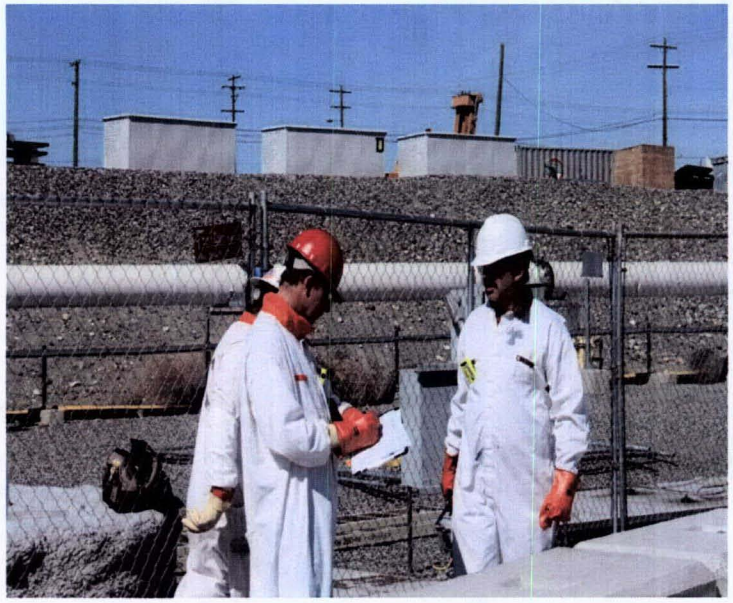
Results are communicated to the organization.

Use of Outreach to Obtain Superior Performance

- Off-Site Reviews
  - DOE-Headquarters Reviews of Other DOE Sites
  - OSHA Region X Reviews and Special Government Employee (SGE) reviewers
- On-Site Reviews
  - Hanford Site (15 STARs)
- Other Self-Assessments.

Safety Improvement Plan Follow-Up

- Annual Self-Assessments
  - Living Document Status
    - Periodic Reviews (bi-weekly, monthly, quarterly).



Current Challenges

- Application for one facility STAR
- Evolution of assessment process to support one STAR
- Merging cultures from each organization
- Building ownership for each organization.

Summary

- Dynamic assessment process = worker owned
- Diverse staffing with right skill sets and diversity
- Balance of worker and management involvement
- Worker ownership of assessment
- Ownership of the Safety Improvement Plan
- Communication of results.